

Workforce Australia

Employment Services

TRANSITION TO WORK

Supporting young people across the Hunter Region to:

- ✓ Build confidence and develop practical skills to get a job
- ✓ Create a resume, write a cover letter and help with online applications
- ✓ Interview training and work readiness
- ✓ Connect with relevant local community services, supports and programs
- ✓ Get your license, tickets for work and more
- ✓ Opportunities for apprenticeships, traineeships or further education
- ✓ Find a job that suits you!



Maitland, Cessnock, Kurri Kurri and Singleton.

www.mwlfs.com.au/transitiontowork

(02) 4015 8400



SUPPORTING YOUNG PEOPLE TO ACHIEVE THEIR GOALS

Workforce Australia offers a range of services that provide Australians with support and training to kickstart or elevate their employment opportunities. Mai-Wel is a Workforce Australia Employment Services Provider.

Workforce Australia - Transition to Work is for young people aged 15 to 24 years who are no longer at school and looking for their next step to get work or further education to reach your goals. We can help you to find training to get your ideal job and support your job search when you're ready.

ELIGIBILITY

To be eligible for Transition to Work you must answer YES to these:

- › aged from 15 to 24 years
- › live in Maitland, Cessnock, Kurri Kurri, Branxton, Greta or Singleton areas
- › looking for work or wanting to explore training options
- › unemployed or working less than 8 hours per week
- › either not enrolled in a training course or have not attended for 4 weeks

If you don't tick these boxes or are unsure reach out to our Mai-Wel LabourForce Solutions teams today.



Mai-Wel is a Workforce Australia Employment Services Provider delivering Transition to Work in Maitland, Cessnock, Kurri Kurri and Singleton areas.

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YOUR STEPS TO SUCCESS

Our team will work with you to design your unique path to success. Our staff are experienced in mentoring young people to help identify and map out their vocational, non-vocational and employment goals.

Our job seekers are matched with a Youth Support Mentor who work as coaches, personal planners and group facilitators, aiding young people to be partners in the design, implementation and evaluation of the service they receive from us, whilst creating space and opportunity for valuable feedback. With our team you will design the kind of support you need to achieve your goals.

Your steps may look like this:



LET'S CONNECT

Together we will discuss your goals and any barriers you are experiencing. If you're a good fit for TtW we'll get started on linking you to support services that may help on your journey to employment.



IDENTIFY YOUR SKILLS AND GOALS

We'll work with you to identify your strengths, skills and career goals through assessments and quizzes. This step is important to identify any barriers and skill gaps that we can work on to get your ideal job.



PREPARATION FOR WORK AND SKILL DEVELOPMENT

At this point we'll know your skills and goals so we will link you with work readiness workshops, workplace visits and training options. When you're ready to apply for jobs we will support you with your resume, applications and interview skills.



DISCOVERY OF OPPORTUNITIES AND PLACEMENT

There are many education and work opportunities for job seekers, including work placement and tasters, apprenticeships and traineeships. We'll help you to find the opportunities that best suit you.



ON-THE-JOB SUPPORT

When you've found a work opportunity we will support you to settle in to your new environment and maintain your role through on-the-job training, and we'll help you to identify and complete any additional training you need. This support is flexible to meet your needs and will last for a minimum of 6 months. If you lose your job during this time we will help you to prepare for a new job and complete your next job search.



Further information about Workforce Australia – Transition to Work is available at www.WorkforceAustralia.gov.au.



Mai·Wel
LABOURFORCE SOLUTIONS

MEET BAILEY, A TRANSITION TO WORK SUCCESS

Bailey began his job search with Transition to Work with an interest in hospitality but wasn't sure on the steps to take. After discussing career paths, skills and suitability with his Youth Support Mentor, Bailey enrolled in a hospitality skill set course to get a taste of the industry and what a career might look like.

"My Youth Support Mentor and I decided that enrolling in a hospitality skills set course would be a great way to develop some skills and see if I liked working in a kitchen. I really enjoyed the course and the trainer was really supportive, so I enrolled in a few more courses offered by Mai-Wel over the following months," said Bailey.

"I completed a number of accredited units of training including my Barista unit, my RSA, my RCG and I was keen to work in the hospitality industry. I was also coached in putting a resume together, how to interview and how to approach businesses regarding employment opportunities," he said.

When Bailey was prepared to start applying for jobs he scored a position at Coqun as an Apprentice Chef and enrolled in a Cert III in Commercial Cookery. Coqun is a cafe, small bar, deli and bistro in Maitland, flavoured by the native food bowl.

"I'd been applying for jobs in the hospitality industry when I was introduced to Daniel, the owner, and he was looking for an apprentice at the time! Working as an Apprentice Chef is a fantastic start to a career. I've been really fortunate to start working with a supportive, professional and fun-loving employer.

I'm pretty happy to be where I am right now. In the long term I might like to be a chef for a cruise line and travel the world!"



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OUR OFFICE LOCATIONS:

Maitland: 6/555 High St, Maitland | (02) 4015 8400

Cessnock: 201 Vincent St, Cessnock | (02) 4015 8970

Singleton: Singleton Youth Venue, Cnr Pitt St & Bathurst St | 0499 848 457

Kurri Kurri office: Kurri Kurri Community Centre, 251 Lang Street | 0499 820 537



Contact us at any time using our online enquiry form at www.mwlfs.com.au/transitiontowork or use the QR code.